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## Minutes, September 18, 1935

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MINUTES OF THE MEETING  
of the  
BOARD OF TRUSTEES  
of the  
CONNECTICUT STATE COLLEGE  
held at the Hartford Club, September 18, 1935

Present: Governor Cross                      Mr. Greene  
          Mr. Manchester                    Mr. Alsop  
          Dr. Butterfield                   Mr. Fenton  
          Mr. Spencer                        Mr. King  
          Dr. Wood                           Mr. Gentry  
          Mr. Buckley                        Mr. Longley  
    Dr. Jorgensen

1. IT WAS VOTED to approve the minutes of the meeting of the Board, July 31, 1935.
2. IT WAS VOTED to approve the minutes of the meeting of the Executive Committee, September 4, 1935, including the following changes in salary increases:

Moss	from	\$4240	to	\$4200
Newton		5300		5280
White		5300		5280
Attridge		2100		2160

3. IT WAS VOTED to accept the following resignations:

Randall K. Cole, Assistant Instructor in Animal Diseases, effective October 1, 1935.

Edward Harvey, Graduate Assistant in Zoology, effective September 15, 1935.

4. IT WAS VOTED to approve the following appointments as authorized by the Executive Committee on September 4th:

Ivan W. Fuqua, Instructor in Physical Education, salary \$2160 less 12%, effective September 15, 1935.

Cassius W. Gould, Jr., Instructor in Music, salary \$2160 less 12%, effective September 15, 1935.

5. IT WAS VOTED to approve the following appointments as replacements:

Karl C. Seegar, Assistant Instructor in Animal Diseases, salary \$1500 less 12%, effective October 1, 1935.

William G. Sullivan, Graduate Assistant in Economics, salary \$65.00 a month less 8%, effective September 15, 1935.

6. IT WAS VOTED to approve, subject to approval of the State Board of Finance and Control, the creation of the following new positions, to be paid for by Federal monies:

Instructor in Forestry and Game Management  
Instructor in Zoology  
Assistant Professor of Forestry (Extension)

7. Mr. Alsop reported that the proposed station for the study of wildlife, under the Bureau of Biological Survey, was assured for Connecticut and that official notice would reach the college soon.
8. IT WAS VOTED to approve the appointment of David G. Scott, Graduate Assistant in Farm Management, for 3 months, at a salary of \$100 a month less 10%, effective September 15, 1935, as a temporary position and therefore not requiring the approval of the State Board of Finance and Control. (cf. page 879)
9. Mr. Gentry presented the following budget suggestions, made to Mr. Longley on September 4th for the handling of Federal funds for the Division of Instruction:

Unallotted Fund Balance	1935-36	1936-37
Land Grant	9,120	10,000*
Morrill	1,543	
Morrill (new)	20,000	27,000
Estimated Expenditures:		
Salary adjustments effective July 1st	2,957	2,957
Salaries of new (permanent) instructors employed previous to July 31, 1935	**	3,500
New instructors authorized by Board July 31, 1935	7,600	9,800
New instructors needed September, 1936		8,000
Salary adjustments proposed, effective October 1, 1935	5,976	7,968
Contingency	14,130	4,675

\* Proposed that we plan to carry over this amount. The contingency for 1935-36 will be reduced by the amount carried forward to 1936-37.

\*\* Taken care of by State Board of Finance & Control allotment.

Notes: the above estimates will be modified somewhat because of the authorization of employment of two new instructors this year. (cf. #6 above)

10. A statement was presented showing Mr. Ellis' plans for the use of unallotted Federal funds as follows:

	<u>Estimated Cost</u>
College Staff -	
Engineering specialist, $\frac{1}{2}$ time	\$2,600
Forestry specialist, $\frac{1}{2}$ time	2,500
County Staff -	
Club Agent, Windham County	1,800
County Agent, Windham, $\frac{1}{2}$ time	1,500
County Agent, New London, $\frac{1}{2}$ time	1,000
County Agent, Litchfield	2,000
County Agent, Fairfield	1,500
Unallotted	2,136

11. IT WAS VOTED to cancel authorization for the creation of the position of Specialist in Education as of the minutes of the meeting of the Executive Committee, September 4, 1935, in accordance with Mr. Ellis' recommendation.

12. Mr. Gentry reported that Mr. A. M. Porter, Assistant Professor of Vegetable Gardening, would be transferred one-quarter time to Extension during Mr. Wilkinson's leave of absence, 1935-36.
13. In connection with the allotment of the capital outlay budget for laboratory equipment, Mr. Gentry reported that he had allotted \$1,000 for the purchase of materials for W.P.A. projects.

IT WAS VOTED to approve this allotment of \$1,000.

- ✓ 14. IT WAS VOTED to receive and place on file the requests for sabbatic leave from Miss Mary Heitsch, Assistant Professor of Home Economics, for the first semester, 1936-37; and from Dr. V. A. Rapport, Associate Professor of Sociology, for either one semester or a full year during 1936-37.

15. IT WAS VOTED to approve the following recommendation from Mr. Ellis:

that Walter T. Clark, County Agent in New London County, be granted leave for one year without pay, October 15, 1935 to October 14, 1936, with the understanding that he will notify us not later than August 1, 1936 if for any reason he decides not to return to duty as County Agent in New London County.

In adopting this resolution it was the understanding that this leave would be in lieu of sabbatic leave.

16. IT WAS VOTED to approve exemption from Military Science for George E. Sandals, a transfer student from the University of Maryland School of Pharmacy, and for David H. Weinstein, a transfer student from American International College.

After a brief discussion of the matter IT WAS VOTED to reconsider the case of Mr. Weinstein.

IT WAS VOTED that David H. Weinstein be exempt from Military Science pending the period of determination whether he is to be classified as a member of the junior class.

17. Mr. Gentry reported that the Executive Committee of the State Grange would present to the Board their proposed plans for a memorial as soon as they were further developed.
18. Mr. Gentry reported that through the will of the late Emma Downing, a fund of \$19,026.10 had been left to the college, the income from this fund to be used for scholarships and prizes as the Board might see fit.
19. Mr. Longley reported that he would have to request authority from the State Board of Finance and Control to cancel one position in the Dining Hall and to create two new positions of Cook and Baker.

IT WAS VOTED to approve these changes.

A. F. Greene  
Secretary